

Tender Ref. no	Estimated cost of work	Cost of Tender Document by Pay Order/DD	EMD Rs.	Sale Period	Date and Time for Submission	Date and Time for Opening
Tender for Hiring of vehicle for Mumbai regional office.						
CON/WR/ADMN/02/06	Rs.7.15 Lakhs	Rs.100/-	Rs.14300/-	12/01/06 to 27/01/06	31/01/06 upto 15:00 Hrs.	31/01/06 at 15:30 Hrs.
Tender form can also be downloaded from our website www.concorindia.com or for more details please contact: O/o The CGM, 5 th floor, New Administrative Bldg., C.Rly., Opp.Times of India Bldg., Mumbai CST 400 001. Tel # 22622053/22622054						

CONTAINER CORPORATION OF INDIA LIMITED



**(A Government of India Undertaking)
Western Region**

**5 th FLOOR, NEW ADMINISTRATIVE BUILDING,C.RLY.
D.N.ROAD, MUMBAI-400001.
PH.NO.22622053/54**

**TENDER FOR MARUTI ESTEEM VEHICLE ON MONTHLY HIRING BASIS
FOR CONCOR MUMBAI REGIONAL OFFICE**

(Tender Document is non-transferable)

Tender Notice no:- CON/WR/ADMN/02/06

**TENDER FOR MARUTI ESTEEM VEHICLE ON MONTHLY HIRING BASIS
FOR CONCOR MUMBAI REGIONAL OFFICE**

1. SERIAL NUMBER OF THE TENDER FORM : _____

2. DATE OF ISSUE : -----

3. NAME & ADDRESS OF THE AGENCY/TENDERER : -----

4. DATE FOR SUBMISSION OF TENDER : 31/01/2006 at 15:00 hrs.

5. TENDER WILL BE OPENED ON : 31/01/2006 at 15:30 hrs.

6. ADDRESS FOR SUBMISION AND: Container Corporation Of India Ltd,
OPENING OF TENDER 5TH Floor, New Administrative Building,
(Central Railway), D.N.Road, Mumbai-1

Cost of the Tender Document is Rs.100/-

(Tender Form is Non Transferable)

**SIGNATURE OF THE
CONCOR OFFICER
ISSUING TENDER FORM.**

Note: Tenderers may download the tender document from our web site and same may be submitted alongwith the cost of tender document by way of demand draft/pay order at the time of submission of tender document. In case any deviation is found in the tender document submitted by the tenderer from the content mentioned in our web site and/or non-submission of the cost of tender documents the tender shall liable to be rejected at any stage of the contract. The tenderer has to indemnify CONCOR for any loss accrued due to such alteration in the terms and condition of tender document.

TERMS & CONDITIONS:

I. ELIGIBILITY:

- a. Enclose the copy of certificate of Service Tax Registration.
- b. The agency should submit satisfactory proof of having Maruti Esteem vehicle post 2003 make.
- c. The agency should submit attested copy of registration.
 - i) Under shops & establishment act in case of proprietary concern.
 - ii) Under partnership act; attested copy of partnership deed duly signed by all partners in case of partnership firm.
 - iii) Under companies act, attested copy of AOA/MOA in case of company.
- d. The agency should submit
 - i) Attested proof of ownership of at least two no.s of Tata Indica vehicles OR
 - ii) An undertaking to purchase at least two no.s of Tata Indica vehicles within stipulated time in case contract is awarded to the agency.
- e. Enclose amount EMD of Rs.14300/- as mentioned below in para VII.
- f. Preference will be given to Registered Travel agency, who have "T" Mark vehicles.
- g. The agency should have at least 2 years experience of running a travel business in Govt/PSU/any reputed organization.

II. DURATION OF THE CONTRACT: -

The contract will be initially for Two years from the date of award. CONCOR may extend the contract for another one-year depending up on the performance of the travel agency on mutually agreed terms and conditions. However CONCOR reserve the right to terminate the contract at any stage during the currency of the contract with out assigning any reasons.

III. SCOPE OF WORK: -

The Maruti Esteem vehicle will ply in Mumbai/Navi Mumbai Local Area per the direction given by the user.

IV. PAYMENT: -

For regular and proper services of the agency, CONCOR will pay the agency such amount on monthly basis, as decided under this contract.

V. GENERAL CONDITIONS

1. The agency will ensure that the vehicle is to report half an hour before the reporting time as per direction given by the User.
2. The agency shall provide the vehicle along with driver and fuel in good running condition and the agency shall be responsible for overall maintenance and repairs.
3. The agency shall ensure that the driver so deployed in the said vehicle is of good character, courteous and possess a valid driving licence.
4. The vehicles deployed shall be post 2003 make, with standard seating condition. The interior of the vehicle should be clean and hygienic.
5. In the event of any enroute breakdown of the vehicle OR no vehicle reporting at stipulated time, the agency shall arrange for alternative vehicle of the same type with in one hour, failing which CONCOR will make their own arrangement and the cost of making such arrangement will be adjusted with the bills of the agency.
6. In case the agency fails to provide the vehicle as per the specified time and schedule, CONCOR will impose a penalty of Rs.2000/- per vehicle for each such case of default.

7. The toll charges, parking fee, entry fee etc which are incidental to operation of the vehicle will be reimbursed by CONCOR subject to production of original receipt.
8. The service tax will be payable as per the rules from time to time.
9. The agency should maintain Logbook. In the case the agency fails to maintain the log book in proper manner will result in imposition of fine of Rs.200/- per day and maintenance of logbook is a pre-condition for releasing the monthly payment.
10. The rate quoted by the agency shall be final and no upward revision is permissible during the tenure of the contract period.
11. The agency should not make any overwriting in the logbook.
12. At any stage , if any discrepancy is found in the bill, it will be summarily rejected for payment
13. The agency should maintain punctuality.
14. The agency shall submit the bill in the 1st week of every month for previous months billing alongwith copies of logbook.
15. In case of non performance/deficient service CONCOR reserves the right to impose penalty upto Rs.2,000/- per incident and CGM has final authority to decide on the magnitude of penalty in each case.
16. Agency has to quote the rates in both words as well as figures. In case of any discrepancy the rate quoted in words will be treated as final quote.
17. The rate should be quoted in the prescribed financial bid.
18. The tenderer will be required to keep the offer open for a period of 120 (one hundred twenty) days from the last date of submission of tenders. It shall be understood that the tender document have been sold/issued to the tenderer and the tenderer is permitted to tender in consideration of the stipulation that after submitting his tender he will not rescind from his offer or modify the terms and conditions thereof in any manner that is not acceptable to CONCOR. If the tenderer fail to observe or comply with the said stipulation, the amount of earnest money mentioned in para VII below shall be liable to be forfeited by CONCOR
19. CONCOR reserves the right to :-
 - Accept or reject any or all the bids in part or in full without assigning any reasons.
 - Accept or reject any or all the bids in part or in full irrespective of their being the lowest without assigning any reason.
 - To extend the date of submission of the tender.
 - To re-tender or modify the terms & conditions of the tender. It also reserves right to negotiate the rates with the lowest tenderer i.e. L-1.

VI. STATUTORY:-

1. The contractor should indemnify the CONCOR from all statutory provisions such as Contract Labour Act, Minimum Wages, Payment of Wages, Workmen Compensation Act, Industrial Dispute Act etc.

VII. EARNEST MONEY:

The tenderers shall be required to deposit a sum of Rs. 14300/- (Rupees Fourteen thousand three hundred only) as earnest money by way of DD in favour of "Container Corporation of India Ltd", payable at Mumbai. The earnest money of the unsuccessful tenderers will be refunded immediately after the finalisation of the contract with out any interest. In case of successful tenderer, on his request EMD may be adjusted towards security deposit.

VIII. SECURITY DEPOSIT:

The successful tenderer will have to deposit a security deposit of Rs 71,500/- (Rupees Seventy one thousand and five hundred only) by way of DD in favour of Container Corporation of India Ltd, Payable at Mumbai, towards guarantee for satisfactory performance of the contract. Security deposit will not earn any interest. Security deposit will be refunded after Two months of completion of contract period or termination of contract as the case may be. However in case of non-performance, and unsatisfactory performance, CONCOR may forfeit whole or part thereof of the security deposit.

(Chief General Manager)
CONCOR/Mumbai

Financial Bid

Date:-

To,
The Chief General Manager,
Container Corporation of India Ltd,
5 th floor, New Admin Building,
Central Railway, D.N.Road,
Mumbai-400001.

**Sub: - Offer for engagement of Maruti Esteem Vehicle for CONCOR Mumbai
Regional Office.**

With reference to your tender enquiry, we submit our offer as under:

Sr.No	Details	Rate
1	12 hrs per day and 2000 kms per month	In Figure Rs:- In Words Rs:-
2	Extra Kms (Per km)	In Figure Rs:- In Words Rs:-
3	Extra Hours (Per hour)	In Figure Rs:- In Words Rs:-

ALL THE TERMS AND CONDITIONS LISTED IN THE TENDER DOCUMENT HAVE BEEN READ CAREFULLY HAVE BEEN UNDERSTOOD AND ARE ACCEPTED.

Yours faithfully,

(Name & Signature of Tenderer)